



John Engler, Governor
DEPARTMENT OF COMMERCE
Arthur E. Ellis, Director

SURVEY & REMONUMENTATION GRANT PROGRAM

INFORMATION MEMORANDUM NO. 1

DATE: February 12, 1993

TO: County Grant Administrators
County Representatives

FROM: Gaylord H. Yund, Acting Executive Director
State Survey and Remonumentation Commission

SUBJECT: Contracts Required for Services and Specific Eligible Monumentation Costs

A contract must be executed by the county with the contractor prior to any services being performed under the Survey and Remonumentation grant agreement with the State of Michigan. The exception is when services are performed by employees who are direct county employees on the county payroll performing these duties as part of their day-to-day assigned work.

When a surveyor brings a corner to the Peer Group for ratification as a result of work performed to fulfill a public or private contract or work assignment for other than remonumentation it may be considered. Upon approval by the Peer Group of such a corner for monumentation, the County Grant Administrator may use grant monies to pay the cost of installation of a marker if a county requires a special marker other than what is necessary to meet the requirements of P.A. 74 of 1970.

If grant monies are to be used to pay for installation of the marker a contract must be executed prior to the services being performed. The county may furnish the marker to be used or include the cost for it in the contract for monumentation. These are the only eligible costs for this type of corner monumentation.

The preceeding is based on the following:

1. **Survey and Remonumentation Grant Agreement** between (COUNTY) and the State of Michigan, Section I.A., the first paragraph referencing the County Plan approved by the State Survey and Remonumentation Commission.

2. **The Commission-approved County Plan** which incorporated the following from Section IV and VI, of the State Model Plan: Section IV, Grant Administration:

- (B) Selecting Monumentation Surveyors in compliance with Qualification-Based Selection (QBS) as set forth in House Concurrent Resolution 206 (June, 1987).
- (C) Submitting proposed County/Monumentation-Surveyor Contracts to the Board of County Commissioners for its approval and its authorization for execution.
- (D) Recommending payment to the Monumentation Surveyor as provided by the contract.

Section VI, Work Program:

- (B) In part reads: Any surveyor may submit a corner location to the County Representative for Peer Group review.